
BOARD OF SELECTMEN

MEETING MINUTES

6/2/09

The Board of Selectmen met in the Town Hall, Joseph F. Bilotta Meeting Room as scheduled with Thomas Alonzo, Paula Bertram, Steven M. deBettencourt, Thomas Mason, Dave Matthews and CAFO Kerry Speidel present. Meeting opened at 7:02 P.M. with the Pledge of Allegiance

PUBLIC DISCUSSION

None

ANNOUNCEMENTS

Chair congratulated the senior and underclassmen that showcased at the recent talent show at the High School.

Upcoming events:

- Conservation Commission walks in the woods; meet this Sunday behind Town Hall @ 1:00 PM for a tour of conservation property in town.
- Ritter Memorial Building Open House at the renovated Ritter Memorial Building is scheduled for Thursday, June 4, 2009 from 12:00 PM to 7:00 PM. Sheriff Guy Glodis will be present for the ribbon cutting ceremony @ 1:00 PM open to all.
- Town Band Concerts, June 29th and every subsequent Monday through July 27th. On the lower common at the Roger Gilcrest Memorial Bandstand.
- School Regionalization Planning Committee, Monday June 15th meeting @ 7:00 PM in the Lunenburg High School Auditorium will have a public meeting to hear the results of the committee's investigation on regionalization with the Towns of Ayer and Shirley.

APPOINTMENTS

1. 7:15 PM – GASB 45 Valuation, Charles Cahill – CAFO informed the board that this is a phased in mandate based upon the towns budget which required that all communities hire an actuarial to quantify post retirement benefits. Approximately one year ago, town hired AON Consulting through MIIA (our health insurance carrier) at a reduced rate. Received a final draft of the report in March and have been reviewing internally and now Mr. Cahill is here to present to board formally. Very complicated in nature so that is why we've decided to have Mr. Cahill present to the board. Reviewed the attached information with the board, noted page 7, Demographic Information that identifies approximately 300 active employees with average population nearing 47 and average service of 10 years. Town plan is a fairly generous plan as noted on page 8 of the report. In the short term, need to continue doing what town is doing and paying the benefit, in the future may need to look at plan design such as percentage covered for spouses. Town may start putting money aside to fund the benefits and an analysis on this impact is provided on page 6. CAFO noted that one of the things is that we're required to complete the acturail but there is no legislation available other than a separate stabilization fund, but town meeting could still be able to use these funds. Expected to see a mandate for funding to come from the state but that hasn't happened as of yet, some communities have passed special legislation in anticipation of funding this future liability. Practically there isn't a way to fund either legally or financially at the present time. This definitely provides good information for use with the PEC Committee to show what we have and what would our unfunded liability have looked like without the passage of MGL C32B, Section 18.

CURRENT BUSINESS

1. CAFO Updates –

- Memo on the Tennessee Gas Pipeline Project, Thursday June 4, 2009 between the hours of 8:00 am to 11:00 am, as part of the pipeline replacement project they will be blowing down the Elpaso pipe line. (Releasing gas remaining in the pipe) During this process they expect there to be an odor of gas in the areas of Lancaster Ave. and Leominster Shirley Road. There may also be an odor at the Pleasant Street end as they will be forcing air into the line.
- State budget for FY10, noted that the state will most likely not have a budget adopted for July 1st as there is such a discrepancy between the Governor's budget, the House and the Senate budgets. Should the Senate version of the budget be the one that is approved this would result in a loss of \$166,000 in local state aid over what we included in the FY10 budget that was approved at Town Meeting. Noted that we may need to look at potentially cutting about \$170K from the budget that was approved, will be putting together a plan to tackle that potential shortfall.
- Chair noted that Representative Benson has informed him that the House will be voting tomorrow on the 12½ % potential reimbursement to supplement the 25% not covered under FEMA for eligible communities as a result of the December ice storm.
- Dave questioned updates on the debris clean up and where we're at, what's done. We were told it was to begin on Leominster Road and last week there was a crew working on 2A on the westbound side and no work on the east bound side. CAFO

informed the board that one of the reasons that we didn't want to publicize was because it would create questions as to why they weren't there. They have a contract that allows them 60 days to complete the contract. She will meet with DPW Director and will get an update from him to provide to the board. Noted that it would be helpful to know that we're keeping within the cubic yards that have been estimated. Steve noted that knowing what percentage of the town has been done to date in order to gauge the completion schedule. CAFO will ask for an estimate, may not be as easy as that as there is a lot more debris in certain areas, will ask for an estimate on the percentage of the town completed, the estimated volume and the streets that have been completed.

- Dave questioned the pavement plan and per the CAFO will need to work with the DPW Director on their presentation and that the town has all the roads recorded with the state to ensure funding.
- Dave also questioned where we stand with this building (Town Hall) and per CAFO has been difficult and anticipated to have something before the board by the end of last month, which wasn't able to be completed. Have spoken with a resident that has experience in designing office buildings and would like to work with him. There is no clear solution to the problem, have asked the departments for their recommendations and basically what she has heard is that they want to be the ones located upstairs. Would anticipate having something for the board in 30 days.
- Dave recap of ice storm and lessons learned, the concerns that were raised as we're coming into six months from the event. CAFO would also say 30 days again.
- Dave questioned Jones House, CAFO informed the board that the Historical Commission toured the Jones House and provided a brief report which she will forward to the board.
- Dave signal lights at the public safety facility, questioned in this is progressing. Per CAFO, we have a plan and have remaining about 2/3 funding within the appropriation, is also eligible for Chapter 90 funding. On the table right now, not sure at this point how we're going to fund, believe project was between \$30 and \$40 thousand dollars.
- Paula would like to know where we are in general on emergency preparedness and an update on that. Questioned title search on Lake Shirley; still on going through town counsel.
- Lake Shirley Dam inspection is expected to be completed prior to June 30, 2009.

2. Minutes - Board of Selectmen regular session for 4/28/09, 5/5/09, Executive Session for 4/14/09, 4/28/09 and 5/5/09.

Warrants - #65 09, 6/2/09 - \$471,289.93 reviewed and signed.

Action File Issues – Steve discussed a summer schedule and the potential of going on a two-week schedule. Chair asked the board to consider and will take this up at next week's meeting.

School Committee's sub committee on impacts of regionalization will be presenting their findings to the School Committee meeting tomorrow night at Town Hall.

Contracts - none

3. Acceptance of Gift - CAFO informed the board that Glenn Reinhardt of 53 Pearl Street donated a J2300 Router and network equipment, estimated value of \$1,000 and asked board to accept this gift. Tom M., move to accept gift for technology equipment, Dave seconded voted unanimously, letter of appreciation to be forwarded.

4. Ritter Memorial; Open House, Signage – Open House at the renovated Ritter Memorial Building is scheduled for Thursday, June 4, 2009 from 12:00 PM to 7:00 PM. Sheriff Guy Glodis will be present for the ribbon cutting ceremony @ 1:00 PM.

CAFO reviewed the proposed signage design, donated by Turning Leaf Lettering Company, Tim Wilkins owner. One sign would be placed along street and one on the building itself. Board would like to approve option 2 with the removal of the gold background or by making the lettering the same and delete "administration". Would like to see one last version.

OLD BUSINESS

1. CAFO Evaluation – Chair provided the attached consensus of the CAFO's evaluation, a summary document. Overall score is 169.75 which are in the commendable range. Narration Summary Composite was officially read into the record. Tom A., will submit corrected version and submit to the board members each other's evaluation. Next week the CAFO will provide the board with her summary.

2. Municipal Aggregation Plan - CAFO requested more guidance from the board, read through the information that was provided and was unaware that this was something that was available. There is a process under state law and have spoken with a representative from Unitil and there are a few communities on the cape that are taking advantage of this through town meeting approval where town enters into a third party agreement to purchase. Unitil actually encourages this as it may be a way to save some money. More that what we may want to ask the Municipal Electric Committee to work on, but a member of the committee is very familiar with this and we could work with her to see if this is something that we may want to present to Town Meeting. Board would like

to see it researched further, particularly the communities that have already done this and to compare the rates. Want to be informed during the process and where we are in the process.

3. Pre-Disaster Mitigation Plan - CAFO reviewed notes from the board's prior meeting and the request that we beef up the pages on issues that the town could deal with specifically. She has had to reschedule the meeting with MRPC to 6/10/09 and we should be able to put something together for the 6/16/09 meeting, should be able to see a full document at that time.

4. FMLA Policy – CAFO presented the attached memo regarding the Salary Administration Plan and in his opinion this FMLA policy would prevail. Recommends that the Personnel Board be directed to revise the SAP to be consistent with the Town's Charter. Paula motion to approve the FMLA Policy as presented, Tom M., seconded voted unanimously. Also, noted that as this change has been recommended to the Salary Administration plan this is to be presented to the Personnel Board in anticipation of a fall town meeting approval.

5. Eagle Heights Agreement, JNJUHL & Associates, LLC - Town Counsel is working with Jon Juhl's attorney and would expect to have for the board for next week. Mr. Juhl has asked for a letter of support from the board. Board would like to have a final version to act on next week, drafts to be forwarded to Chair.

APPOINTMENTS/REAPPOINTMENTS

1. Vacancies – Fence Viewer, Housing Partnership, Montachusett Joint Transportation Committee, Personnel Committee, Pound Keeper and the two vacancies on the Sewer Commission, one for a three year term and one expiring in 2011. Would request interested applicants submit a talent bank form.

EXECUTIVE SESSION

1. Labor Relations

2. Personnel Matters

Being no further business board voted unanimously to adjourn Regular Session at 8:36 P.M. to enter into Executive Session, not to return.

Respectfully submitted,

Laura Williams, Chief Administrative Assistant
Board of Selectmen